



## **Request for City Council Committee Action From the Department of City Coordinator**

**Date:** February 11, 2002

**To:** Council Member Barbara Johnson, Chair  
Ways & Means/Budget Committee

**Subject: New Central Library Project – Request for Proposals for  
Moving Services for the Interim Minneapolis Central Library**

### **Recommendation:**

Approve the New Central Library Implementation Committee recommendation that the Library Board and the City authorize and direct the issuance of a Request for Proposals for moving services for the Interim Minneapolis Central Library (4400-908-9080)

### **Previous Directives:**

October 22, 2001 Receive and File: Interim Library Location

December 11, 2001 Execute contract with Meyer, Scherer & Rockcastle, Ltd. for architectural and engineering services for the Interim Minneapolis Central Library

December 21, 2001 Execute lease with FRM Associates for operation of an Interim Central Library at 250 Marquette Ave.

December 21, 2001 Execute lease with Winnetka Properties for interim library storage off site.

**Prepared/Submitted by:** Richard A Johnson, Project Coordinator

612 334-1671 \_\_\_\_\_

**Approved by:** John Moir, City Coordinator \_\_\_\_\_

**Presenters in Committee:** Richard A Johnson, Project Coordinator

**Financial Impact** (Check those that apply)

- ☒ No financial impact - or - Action is within current department budget  
If checked, go directly to Background/Supporting Information)
- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☐ Action requires use of contingency or reserves
- ☐ Other financial impact (Explain):
- ☐ Request provided to the Budget Office when provided to the Committee Coordinator

**Community Impact** (use any categories that apply)

Neighborhood Notification

City Goals

Comprehensive Plan

Zoning Code

Other

**Background/Supporting Information**

In November 2000, the citizens of Minneapolis approved a referendum in the amount of \$110 million for the purpose of building a new Minneapolis Central Library on the site of the current Central Library building. On August 23, 2001, the Implementation Committee authorized staff to proceed in finding and negotiating for a site for interim Central Library operations. On October 9, 2001, the Library Board authorized appropriate library staff and consultants to enter into lease negotiations with the owners of Marquette Plaza for this purpose, subject to mutually acceptable terms and conditions. These lease negotiations have been completed and were approved by the City Council on December 21, 2001 and by the Library Board on January 9, 2002.

Demolition and new construction are scheduled to begin November 1, 2002 and last through December 2005. The Library must move its collections and operations to various interim locations and vacate the current Central Library building by October 31, 2002.

The Library has agreed to lease interim premises at two locations for the period July 2002 through December 2005. Marquette Plaza (250 Marquette Avenue, Minneapolis MN 55401) is located one block from the current Central Library and will serve as the interim site for continuing library services in the downtown Minneapolis area. A warehouse at 5121 Winnetka Avenue, New Hope, is located 13.5 miles northwest of the current Central Library, and will serve as a storage facility for between 65-70% of the Central Library collection, which will be placed in boxes or crates for 3.5 years.

The Permanent Review Committee (PRC) reviewed and approved the RFP at its 1/31/02 meeting.

Through this RFP, the Library is seeking proposals from qualified firms to provide services and assistance to Library staff in:

- Organizing, integrating, packing, labeling, moving, and re-shelving library books, government documents, periodicals, audiovisual materials, microforms, valuable papers, and electronic products from its central library facility in downtown Minneapolis to interim quarters and other storage facilities.
- Packing (as necessary) and moving selected furniture, contents, equipment, artwork, archival and office papers, and other designated items from its central library facility in downtown Minneapolis to interim quarters and other storage facilities.
- Providing and installing pallet racks at the Winnetka warehouse for the storage of boxed collections.
- Dismantling bookcases and bookshelf systems in the current Central Library, moving them to the interim library site at Marquette Plaza, and re-assembling them as directed.